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REGULAR MEETING – THURSDAY, OCTOBER 23, 2008  
PLAZA CONFERENCE ROOM AT CITY HALL – 500 CASTRO STREET  
1:00 P.M.

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1. **CALL TO ORDER**

The meeting was called to order at 1:05 p.m. by Chair Siegel.

2. **ROLL CALL**

**Committee Members:** Margaret Abe-Koga, Ronit Bryant and Chair Jac Siegel.

**City Staff Present:** Cathy Lazarus, Public Works Director; Joan Jenkins, Transportation and Policy Manager; and Steve Attinger, Environmental Sustainability Coordinator.

**General Public Present:** Five members of the public were present.

3. **ORAL COMMUNICATIONS FROM THE PUBLIC—None.**

4. **MINUTES APPROVAL—None.**

5. **NEW BUSINESS**

5.1 **DETERMINE TASK FORCE RECOMMENDATION REVIEW PROCESS**

A Committee member provided background of the Environmental Sustainability Task Force and asked about the budget needs utilizing current staff. The Public Works Director responded that \$29,000 was left from the Environmental Sustainability Task Force budget.

A Committee member asked if it was possible to extend the services of the current Environmental Sustainability Coordinator. The Public Works Director replied that this would be a City Council decision to be made during budget deliberations.

Responding to a Committee member's question about how the internal Green Team is funded, the Transportation and Policy Manager explained those employees are funded out of their departmental operating budgets. The ESC estimated that the Green Team expends about one to two hours per week.

The following comments/questions were raised:

- How often can the CESC meet? (Minutes should be published for each meeting.)
- How would the CESC like to proceed with reviewing the Task Force report?
- Compare Task Force recommendations with what the Green Team is doing. (Members want a clear idea what Green Team is doing.)
- Look at Task Force recommendations by department/cost.
- One Committee member wants to quantify/measure everything (i.e., how much water we use).
- Goals to measure how we are doing.
- Start with "what we are doing," then separate out policy decisions.
- Where can the Task Force/residents help us?
- What can the City do?
- Need outreach.

Committee members asked staff to categorize and prioritize which recommendations to implement first, which are long term. Also, identify trackable benefits. Put all 89 recommendations into categories.

**Motion**—M/S Abe-Koga/Bryant—Carried 3-0—Categorize the 89 recommendations into a matrix showing what is under way; the short-, mid- or long-term items; costs; and whether or not there are the trackable benefits.

#### Public Comment

First commenter: Extremely urgent problem and it is not the time to analyze, but time to act. Not much time needed for reanalysis. He distributed his cut at prioritization. Times call for ultra-rapid action. It is better to act now and be a little wrong than not to act.

Second commenter: Presented his own list—Take the cheap, easy-to-do first, then do engineering analysis.

Last commenter: Public engagement is important, tracking needs public engagement. Post on web, put up signs and banners; ongoing Task Force needed.

## **5.2 SET MEETING SCHEDULE**

The Transportation and Policy Manager will e-mail suggested day/time to meet.

## **5.3 REVIEW AVAILABLE RESOURCES**

A Committee member asked how to include the Task Force in the process and how to advertise the report. Agendize this item for the next meeting.

Give Task Force reports to the Library and arrange with them so that the public does not need to check it out.

Committee members would like a copy of the Task Force report in a three-ring binder.

## **6. ADJOURNMENT**

The meeting was adjourned at 2:10 p.m.

TS/9/PWK  
945-10-23-08mn-E^